



AZTEC STUDENT UNION BOARD CAMPUS PROGRAM FUNDING (CPF)

Post-Event Evaluation Form

Complete and submit via email to asub.finance@mail.sdsu.edu no later than two weeks after event.*

Student Organization:

Number of Attendees:

Event Name:

Event Date:

<u>Application Process</u>	3 Agree	2 Neutral	1 Disagree	Additional Comments
The CPF Online Application was easy to understand.				
The information on our website was relevant and useful.				
The overall application process was easy.				

<u>Presentation Process</u>	3 Agree	2 Neutral	1 Disagree	Additional Comments
Presenting to the ASUB CPF Committee was useful in informing them about your event.				
The PowerPoint template provided to you was useful in creating your presentation.				
You had enough time to present your event and give all of the important details.				

<u>Planning Process</u>	3 Agree	2 Neutral	1 Disagree	Additional Comments
It was easy to work with the ASUB staff when planning for your event.				
You, as an organization, had adequate support from ASUB.				
You, as an organization, had adequate support from SLL and other campus entities.				
There are changes that you would like to see during the planning process of your events from the ASUB staff.				
The guidelines were clear and easy to understand.				

<u>Reflection</u>	3 Agree	2 Neutral	1 Disagree	Additional Comments
Your target audience was met.				
You utilized all of the funding provided to your organization for this event.				
You would host this program in the future.				

What was the **most** successful and **least** successful part of your program?

If you were to host this event in the future, what are some things that you would change?

Any additional comments/concerns?

If you have any additional questions, feel free to contact Jackie Tellez, Vice Commissioner of Finance at asub.finance@mail.sdsu.edu or Betsy Galchutt, ASUB Lead Assistant at cpfunding@mail.sdsu.edu.

**Failure to submit Post-Event Evaluation may affect future funding decisions for Student Organization.*



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